

Princeton House Charter School

Board of Directors Meeting

Date: August 7, 2024

Directors Attending:

Lorraine Johnson, President

Angie Stawicki, Treasurer

Parris Hodges, Secretary

Mark Batchelor

Daniel Botyos

Annette Irvine

Jared Rivers

Justin Spittler

Directors Absent:

Matthew Haftel

Emily Peach

Visitors:

Laura Williams, Principal/Director of PHCS

Sheela Sweredoski, Assistant Principal of PHCS

Amanda Kaufmann, Contracted CPA

Kyle Culverhouse, Building Hope

Quorum Present: Yes

Meeting called to order at 6:09

Meeting Minutes:

The minutes of the Board of Directors meeting of June 26, 2023, were previously e-mailed to all Board members for their review and the Board members had an opportunity to review them again. An addendum was added to the meeting minutes to add authorized spending for the TCR Tech report as well as furniture and appliances.

Financial Reports/Budget:

The Board reviewed the Budget vs. Actual July 1, 2024 to August 6, 2024. The board will revisit the line items of interest income, operations repair and maintenance, and Irvine Mechanical at the next board meeting. Ms. Stawicki made a motion to approve. Mr. Boytos seconded. The board voted and it was approved unanimously.

Principal's Report:

Projected student enrollment 8/12/24: 118

3 new teachers hired

1 custodian hired

Old Business:

Indoor gym renovation- Kevin Culverhouse from Building Hope a consulting and project management company met with the board at today's meeting. He provided the board a Unit Cost Comparable Evaluation for review. Ms. Johnson motioned to approve hiring Mr. Culverhouse with Building Hope for owner's representation and construction manager at approximately \$40,000. Ms. Stawicki seconded. The Board voted and it was approved unanimously.

401K- Based on Mr. Spitler's recommendation the current plan will remain. The board will revisit towards the end of the year.

New Business:

Special Magistrate Assurances- The board unanimously agreed to carry over the current policy.

Duct work- Ms. Johnson motioned to approve \$20,000 for duct work with Irvine Mechanical. Mr. Batchelor seconded. The Board voted and it was approved unanimously.

School Safe Plan- The School Safe Plan was reviewed. Ms. Stawicki motioned to approve. Mr. Boytos seconded. The Board voted and it was approved unanimously.

Dance- The cost of the dance program is \$7,500. Mr. Spitler made a motion to approve. Ms. Johnson seconded. The Board voted and it was approved unanimously.

Ms. Williams review- The Florida School Leader Assessment was reviewed. Ms. Johnson made a motion to approve a 9.7% increase to her salary for the upcoming school year. Mr. Spitler seconded. The Board voted and it was approved unanimously.

A non compliance letter was received. Ms. Williams corrected and is now compliant.

Next Board Meeting: To Be Determined

Meeting ended at 7:22

8/8/24
Pat. Hodges
Secretary

From: Parris Hodges pshodges86@gmail.com
Subject: Fwd: PH -- AC repair
Date: Aug 7, 2024 at 11:02:19 PM
To: Parris Hodges parris.hodges@ocps.net

Begin forwarded message:

From: Laura Williams <lwilliams@princeton-house.org>
Date: August 1, 2024 at 9:58:06 AM EDT
To: Lorraine Mariani Johnson <malloryan@aol.com>, Annette <aairvine5@gmail.com>, Angela Stawicki <AStawicki@orlandoseniorhealth.org>, Parris Hodges <pshodges86@gmail.com>, queen10476@yahoo.com, dbotyos@cfl.rr.com, "Justin Spitler (Justin@FinancialGroup.com)" <justin@financialgroup.com>, Mark Batchelor <batchelor.markd@gmail.com>, Matt Haftel <mhaftel67@gmail.com>, Jared Rivers <jaredr@4rsmokehouse.com>
Cc: Sheela Sweredoski <ssweredoski@princeton-house.org>
Subject: PH -- AC repair

Good morning, board of directors!

Nothing like great timing 😊. The AC is broken in the multipurpose room (also connected to offices for 6 staff). Obviously, we need these rooms first thing Monday morning when staff return!

A complete replacement is 13k – I spoke with Rob (Irvine) and he recommended we go with this option due to the age of the unit. A repair could be a lengthy wait.

I went ahead and approved this – Rob advised that if I approved right away, they may be able to get it fixed by Saturday.

Please let me know if you disagree and I can cancel it.

Thank you!
-Laura

From: Robert Shields <rshields@irvinefl.com>
Sent: Thursday, August 1, 2024 7:17 AM
To: Laura Williams <lwilliams@princeton-house.org>
Cc: irvineService <service@irvinefl.com>
Subject: room 24 repair vs replacement.

Attached is the quoted repair vs replacement.
This is quoted for straight time replacement if after hours is required
additional labor pricing will be required.

Please let me know if you have any questions.

Thank you

Rob



IRVINE
Mechanical, Inc.
Commercial Air-Conditioning
Heating and Controls

Please consider the environment before printing this email message.

Robert Shields | Service Manager

M: [954-931-3126](tel:954-931-3126)

O: [407-839-3630](tel:407-839-3630) **Ext:** 113

D: [954-644-7231](tel:954-644-7231)

2500 N Orange Blossom Trail, Orlando FL 32804

www.irvinefl.com

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repair vs replacement .pdf**
140 KB

It is essential that the school stays in compliance with all licensing requirements. Therefore, if you are experiencing any issues with the Princeton House equipment, please contact the district to discuss the situation. If you do not submit the required information by August 2, 2024, we will be reaching out to you to discuss corrective actions.



-- Charters.Link --

You've received the following message from the Charters.Link system.

Non-Compliance Letter

Non-Compliance Letter

Tuesday, July 23, 2024

Orange County School District
445 West Amelia Street
Orlando, FL 32801-112

Princeton House Charter
1166 Lee Rd
Orlando, FL 32810-5847

To: Princeton House Charter

Dear

This letter is to confirm that Princeton House Charter is currently out of compliance with regards to items to be submitted to the district. As of this letter, the school currently has 1 items which are past due (please see below).

Pursuant to your charter contract it is essential that the school stays up to date with various reporting requirements stipulated therein. Therefore, we ask that you immediately submit the required materials in Charters.Link. If there is a problem which is preventing Princeton House Charter from submitting items, please contact the district to discuss the situation. If you do not submit the required materials by August 2, 2024, we will be reaching out to you to discuss corrective actions.

Thank you,

OCPS Charter School Office, School Choice

cc: Gina Dole, Margaret Olmo

Sincerely,

Kia Scott

Submission Items More Than 3 Days Past Due

Due Date	Title	Entity	Status	Date Submitted
07/15/2024	Safe School Officer (SSO) Designation Form Annual	Princeton House Charter	School Redo	07/23/2024

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